

Panasonic

Digital Cordless Answering System

Model No. **KX-TCD961CXB**

Operating Instructions



PLEASE READ BEFORE USE AND SAVE.

Charge the batteries for about 4 hours before initial use.

Before Initial Use

Thank you for purchasing your new Panasonic digital cordless telephone.

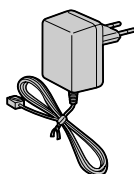
For your future reference

Serial No. _____ Date of purchase _____
(found on the bottom of the unit)

Name and address of dealer _____

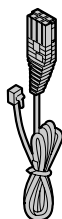
Accessories (Included)

☐ AC Adaptor (p. 11)



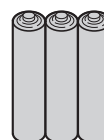
one

☐ Telephone Line Cord (p. 11)



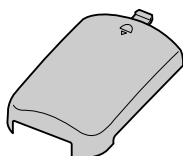
one

☐ Battery (p. 10)



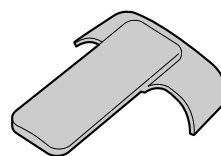
three

☐ Handset Cover (p. 10)



one

☐ Belt Clip (p. 10)

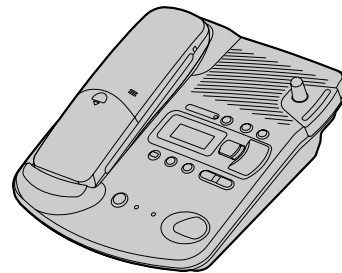


one

For Best Performance

Battery Charge

Rechargeable Ni-Cd batteries power the handset. Install the batteries (p. 10) and charge them for about **4 hours** before initial use (p. 12).

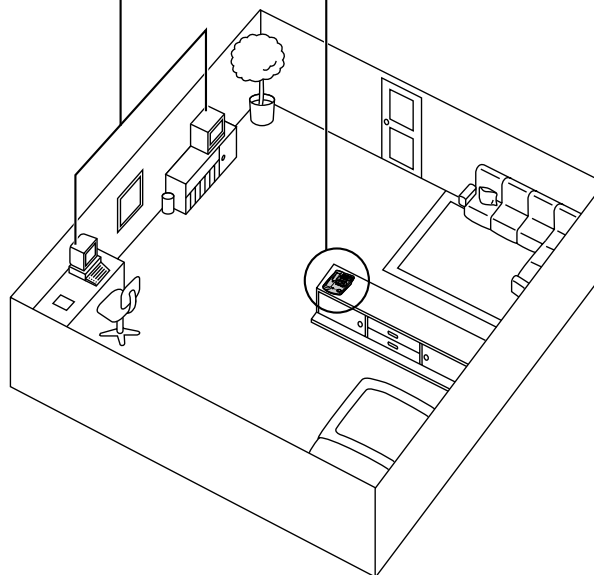


Base Unit Location

Calls are transmitted between the base unit and the handset using wireless radio waves. **For maximum distance and noise free operation**, the recommended base unit location is:

Away from electrical appliances such as a TV, radio, personal computer or another telephone.

In a HIGH and CENTRAL location with no obstructions such as walls.



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Chapter 1

Chapter 2

Chapter 3

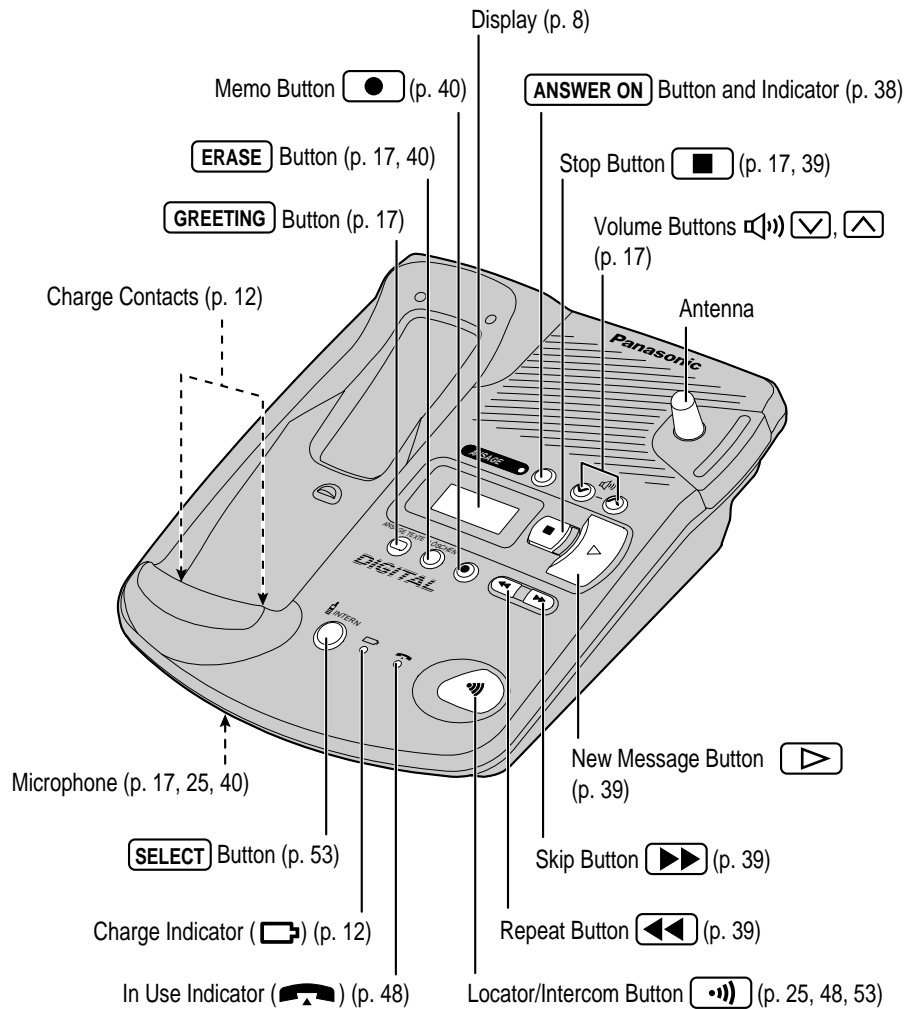
Chapter 4

Chapter 5

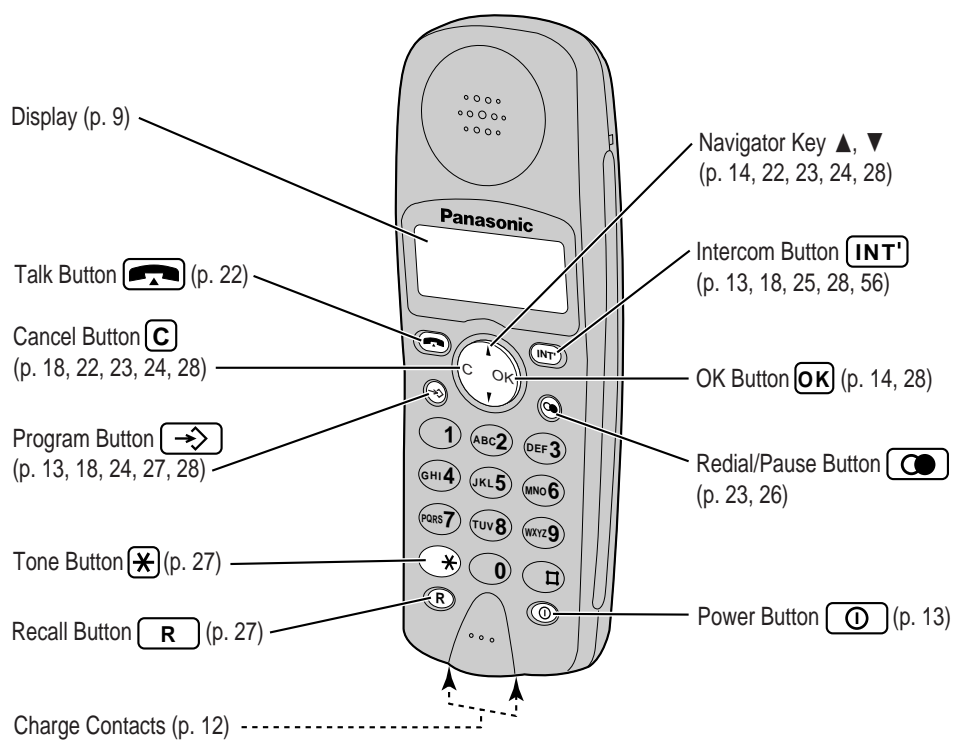
Chapter 6

Location of Controls

Base unit

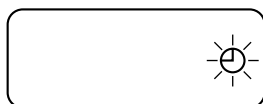


Handset

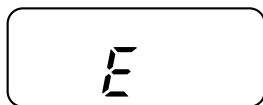


Displays

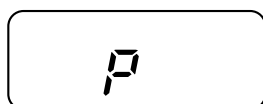
Base unit display



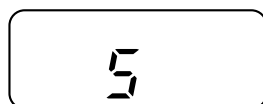
The clock needs adjusting (p. 19).



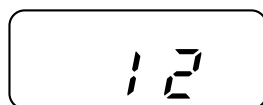
Your greeting message was not recorded correctly. Record it again (p. 17).



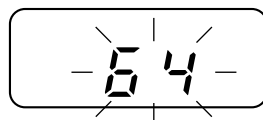
The unit is in the answering system programming mode.



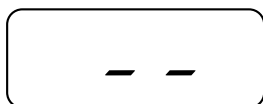
The speaker volume level is set to "5". You can select 9 levels (0–8) while using the answering system (p. 17, 39).



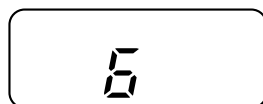
12 messages have been recorded.



When the number of messages (Ex. 64 messages) flashes rapidly, memory is full. Erase some or all of the messages (p. 40).

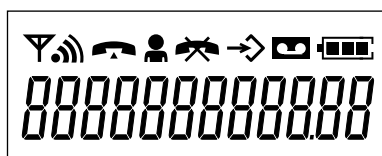


The recording time is set to "greeting only" (p. 20).



When **SELECT** is pressed to page another handset or answer a page from another handset, the handset number is displayed.

Handset display



(The display shows all possible configurations.)

Icons



The in-range icon indicates that the handset is in range of the base unit. It flashes when the handset is out of range.



The page/intercom icon is displayed when paging or using the intercom. It flashes when another unit pages the handset.



The talk icon is displayed when making or answering calls. It flashes when an outside call is being received.



The direct call icon is displayed when this mode is turned on (p. 30).



The call prohibition icon is displayed when this mode is turned on (p. 31).



The program icon indicates that the unit is in the programming mode.



The handset is operating the answering system remotely (p. 45).




The battery icon indicates the battery strength (p. 12).

Characters



 is pressed while dialing.




 is pressed while dialing.



 is pressed while dialing.

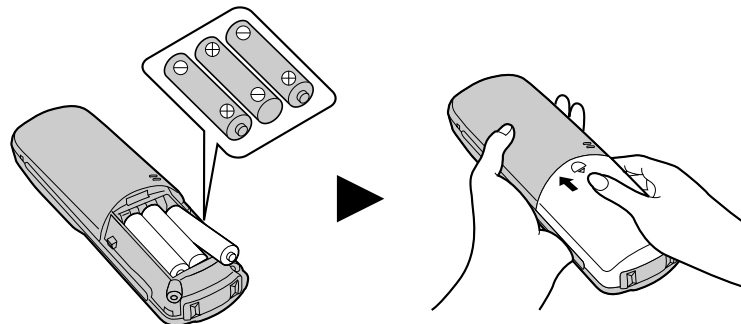


 is pressed while dialing.

Settings

Installing the Batteries in the Handset

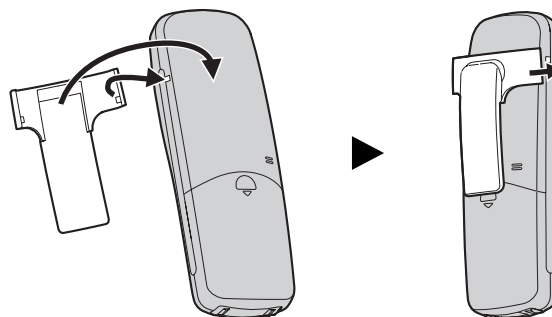
Install the batteries as shown. Then install the handset cover.



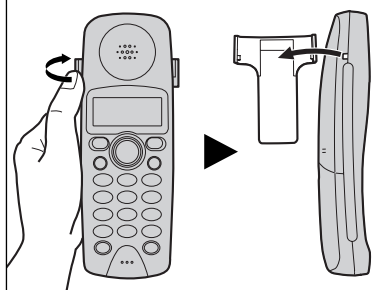
- If the rechargeable batteries are not inserted correctly, the handset will not work.

Using the Belt Clip

You can hang the handset on your belt or pocket using the belt clip.

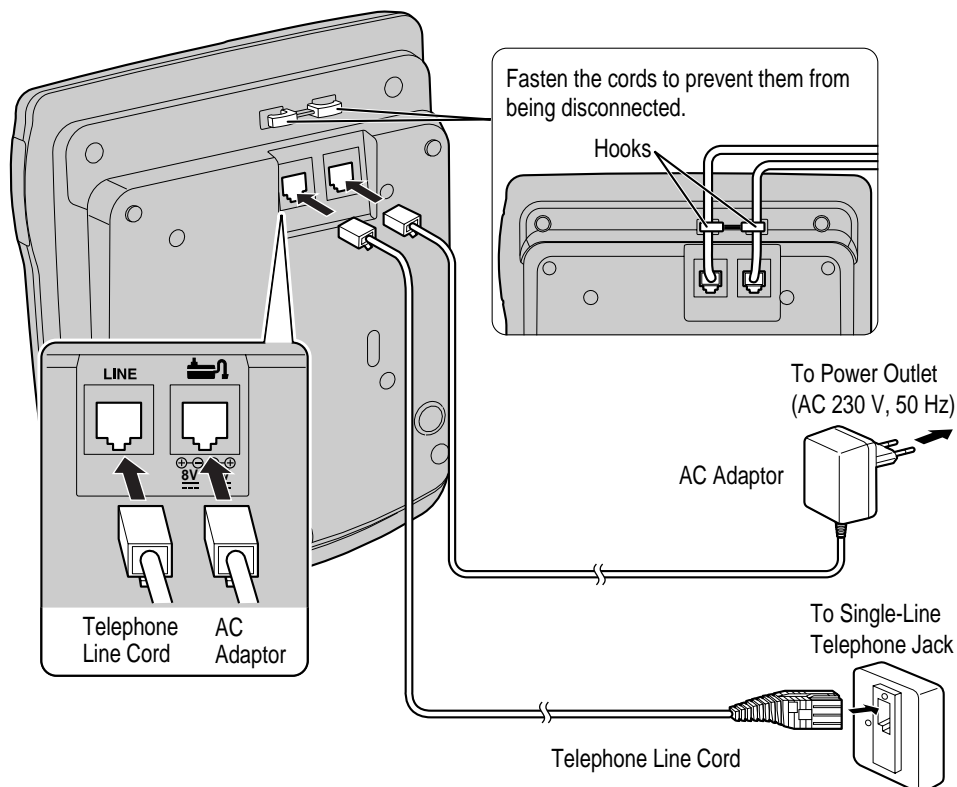


To remove the belt clip



Connections

Plug in the AC adaptor cord and the telephone line cord to the bottom of the unit. Then connect the cords as shown.



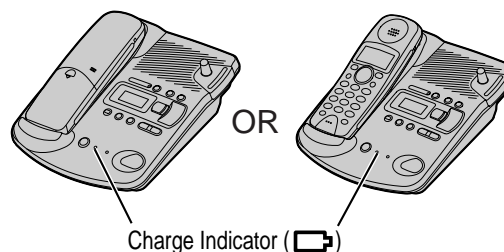
- USE ONLY WITH Panasonic AC ADAPTOR KX-TCA11CE.
- Be careful not to confuse the telephone line jack with the AC adaptor jack on the base unit. If connected improperly, the base unit will not work and damage may occur.
- The AC adaptor must remain connected at all times. (It is normal for the adaptor to feel warm during use.)
- The unit will not work during a power failure. We recommend you connect a standard telephone on the same line for power protection.

➡ Settings

Battery Charge





At the time of shipment, the batteries are not charged. To charge, place the handset on the base unit. Please charge the batteries for about **4 hours** before initial use.

- The charge indicator () lights.




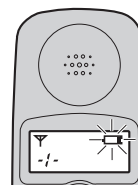
Battery strength

You can check the present battery strength on the display.

Battery strength	Fully charged	Medium	Low	No power
Battery icon				 (Flashing)

Recharge


When "  " flashes or the unit beeps every 15 seconds, recharge the batteries.



Battery information

After your Panasonic batteries are fully charged:

Operation	Approx. Ni-Cd battery life (included)	Approx. Ni-MH battery life (option)*
While in use (Talk)	Up to about 6 hours	Up to about 12 hours
While not in use (Stand-By)	Up to about 65 hours	Up to about 130 hours

- Battery life may vary depending on usage conditions and ambient temperature.
- **Clean the handset and the base unit charge contacts with a soft, dry cloth once a month.** Clean more often if the unit is subject to grease, dust or high humidity. Otherwise the batteries may not charge properly.
- If the batteries are fully charged, you do not have to place the handset on the base unit until "  " flashes. This will maximize the battery life.
- The batteries cannot be overcharged.

* Nickel metal hydride (Ni-MH) rechargeable batteries (AAA size) are available.

When you replace the batteries, you must program the battery type selection (see page 57).

- Read "Important Notice Concerning the Correct Use and Charging of Ni-Cd (Ni-MH) Batteries" on page 58.

Turning the Power ON

Press **[1]** firmly.

- After all possible configurations briefly appear, the display will change to the following. Then the handset is in the stand-by mode. The current connected base unit number is displayed.



- You can choose whether to display the base unit number, handset number or no display in the stand-by mode by programming (p. 51).

To turn the power OFF, press and hold **[1]** until a beep sounds.

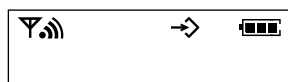
- The display will go blank.
- The handset will not ring.
- Depending on the programming mode, you may not be able to turn the power off. First make sure the handset is set to the stand-by mode.

Selecting the Dialing Mode

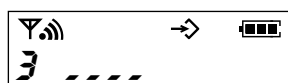
You can program the dialing mode to tone or pulse. If you have touch tone service, set to tone. If rotary or pulse service is used, set to pulse. The factory preset is tone.

Make sure that the power is ON and the unit is in the stand-by mode.

1 Press **[→]** then **[INT']**.



2 Press **[3]**.



3 Enter the base unit password.

- The factory preset is 0000. To change the base unit password, see page 29.

4 Press **[1]**.

- The current mode is displayed.
1: Tone 2: Pulse

5 To select Pulse, press **[2]**.
OR

To select Tone, press **[1]**.

6 Press **[→]**.

- A confirmation tone sounds and the display will return to the stand-by mode.
- If 5 beeps sound in step 3, the entered password is incorrect. Enter the correct password.
- To cancel during programming, press **[→]**, then start from step 1.

➡ Settings


Selecting the Handset Ringer Volume/Pattern

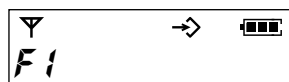
You can program the desired handset ringer volume and pattern.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.

Ringer volume

6 levels are available. The lowest level is 1. The highest level is 6. The factory preset is 3. When set to OFF, the handset will not ring.

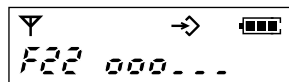
- 1 Press .



- 2 Press ▼ or ▲ until "F22" is displayed.

- 3 Press .

- The current volume is displayed and rings.
- Ex. Level 3 is selected.



- 4 Press ▼ or ▲ to select the desired level.


- Each time you press a button, the selected volume is displayed and rings.
- To set to OFF, erase "0" by pressing ▼ until "bELL OFF" is displayed.

- 5 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.
- When set to OFF, "bELL OFF" will be displayed.

Ringer pattern

You can program the desired handset ringer pattern (6 patterns). The factory preset is pattern 1.

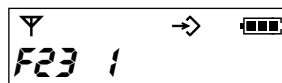
- 1 Press .

- 2 Press ▼ or ▲ until "F23" is displayed.



- 3 Press .

- The current ringer pattern is displayed and rings.

Ex. Pattern 1 is selected.



- 4 Press ▼ or ▲ to select the desired pattern.

- You can also press  to  to select the pattern.
- Each time you press a button, the selected pattern is displayed and sounds.

- 5 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

Selecting the Base Unit Ringer Volume/Pattern

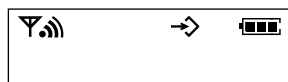
You can program the desired base unit ringer volume and pattern.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.

Ringer volume

3 levels (HIGH, MEDIUM, LOW) are available.
The factory preset is MEDIUM. When set to OFF, the base unit will not ring.

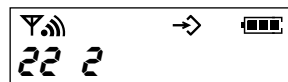
- 1 Press then **INT'**.



- 2 Press **2** TWICE.

- The current volume is displayed.
1: LOW 2: MEDIUM 3: HIGH
0: OFF

Ex. MEDIUM is selected.



- 3 Press the desired volume level **1**, **2**, **3** or **0**.

- Each time you press a button, the selected volume is displayed and rings.

- 4 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

Ringer pattern

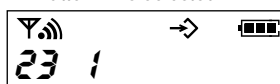
You can program the desired handset ringer pattern (6 patterns). The factory preset is pattern 1.

- 1 Press then **INT'**.

- 2 Press **2** then **3**.

- The current ringer pattern is displayed.

Ex. Pattern 1 is selected.



- 3 Press the desired ringer pattern **1** to **6**.

- Each time you press a button, the selected pattern is displayed and sounds.





- 4 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

Preparing the Answering System

Selecting the Voice Guidance Language

You can select the voice guidance language, either Czech or Slovakian.
The factory preset is 1 (Czech).

- 1 Press  then **INT**.
- 2 Press 
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press **6**.
 - The current setting is displayed on the base unit.
- 4 To select to Slovakian, press **2**.
OR
To select to Czech, press **1**.
 - The setting is displayed.
- 5 Press .

Greeting Message

You can record a personal greeting message. If a greeting message is not recorded, one of two pre-recording greeting will be played when a call is received.

All messages (greeting, incoming, memo, etc.) are stored in digital memory (p. 39). The **total recording time is about 12 minutes. The greeting recording time is limited to 2 minutes and 30 seconds.** We recommend you record a **brief greeting message** (see the sample below) in order to leave more time for recording new messages.

To record a greeting message

- 1 Press and hold **[GREETING]** for about 2 seconds to record your greeting.
 - A series of short beeps will sound followed by a long beep.
- 2 After the long beep, talk clearly, about 20 cm away from the MIC (microphone).
 - The base unit display shows the elapsed recording time.
- 3 When finished, press **[■]**.
 - To check the recorded greeting, press **[GREETING]**.
 - To change the message, repeat from step 1.

To adjust the speaker volume (9 levels)

To increase, press **[🔊] [▲]**. To decrease, press **[🔊] [▼]**.

Greeting message sample

"Hello, this is (your name and/or number).
Sorry I cannot take your call. Please leave a message after the beep. Thank you."

To erase a recorded greeting message

- 1 Press **[GREETING]**.
- 2 Press **[ERASE]** while the message is being played.
 - The unit will answer a call with a pre-recorded greeting.

Pre-recorded greeting message

If you do not record a greeting message, one of two messages will be played when a call is received, depending on the caller's recording time (p. 20).

To check the pre-recorded greeting, press **[GREETING]**.

- A pre-recorded greeting will be played as follows:

- When the recording time is set to "1 minute" or "3 minutes";
"Hello, we are not available now. Please leave your name and phone number after the beep. We will return your call."
- When the recording time is set to "greeting only";
"Hello, we are not available now. Please call again. Thank you for your call."

➡ Preparing the Answering System

Programming Summary for the Answering System

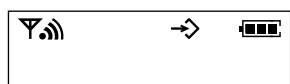
You can program function items using the handset near the base unit. See the corresponding pages for function details.

Make sure that the power is ON (p. 13) and you are in the stand-by mode.

<Stand-by mode>



Press then .



Press .

Enter a desired function command as shown below.

Command	Function item	Command	Function item
0	To adjust the time and day (p. 19)	3	To select the caller's recording time (p. 20)
1	To set the remote code (p. 42)	4	To set the greeting monitor function (p. 21)
2	To select the number of rings (p. 21)	6	To select the voice guidance language (p. 16)

- If " " flashes on the handset display and an alarm tone sounds, move closer to the base unit and try again.
- To cancel during programming, press . Start again from the beginning.
- To return to the previous step during programming, press .
- When programming is completed, a confirmation tone sounds.*
- If 6 beeps sound on the base unit during programming, a wrong key was pressed. Enter the correct number.

*What the confirmation tone means

- 1 beep: The new programmed setting or selection is done.
- 2 beeps: The setting or selection is the same as the previous one.
- 6 beeps: The setting or selection is not correct. Try again from the beginning.

Time and Day Adjustment

Voice Time/Day Stamp: During playback, a synthesized voice will announce the time and day that each message was recorded.

- 1 Press then .
- 2 Press .
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press .
 - " " is displayed on the base unit.
 - "Set time" is announced.

If previously adjusted, the time/day will be heard.
- 4 Enter the current time (hour and minute) using a 4-digit number. (Ex. To set 13:30, enter "1330".)
 - The entered number is displayed on the base unit.
- 5 Press repeatedly to set the day.
 - The unit announces the day.
- 6 Press .
 - The unit announces the time/day.
 - The clock starts working.

- The accuracy of the clock is approximately ± 45 seconds a month at room temperature.

If a power failure occurs, the adjusted time/day will be erased.





To check the time/day

- 1 Press then .
- 2 Press .
- 3 Press .
 - The current time/day is heard. When finished, press .

➡ Preparing the Answering System

Selecting the Caller's Recording Time

You can select "1 minute", "3 minutes" or "greeting only" for the caller's recording time. The factory preset is "unlimited".

- 1 Press  then **INT**.
- 2 Press .
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press **3**.
 - The current setting is displayed on the base unit.
1: 1 minute 2: 3 minutes
3: greeting only
- 4 Press **1**, **2** or **3** to select the recording time.
 - The setting is displayed.
- 5 Press .
 - If you select "greeting only", "--" is displayed on the base unit.

If you select "greeting only", the unit will answer a call with the greeting message, and then hang up. The unit will not record any incoming messages.

Selecting the Number of Rings

You can select the number of times the unit rings before the answering system answers a call, from 2 to 7 or AUTO (for Toll Saver*). The factory preset is AUTO.

- 1 Press then **INT'**.
- 2 Press .
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press **2**.
 - The current setting is displayed on the base unit.
- 4 Press dialing button **0** or **2** to **7** to set the number of rings.
 - 0: Selects "AUTO". "R" is displayed.
 - 2-7: The unit will answer after the selected number of rings.

- 5 Press .

*Toll Saver (When set to "AUTO")

When you call the unit from a touch tone telephone:

If the unit answers on the 2nd ring, there is at least one new message.

If the unit answers on the 5th ring, there are no new messages.

Hang up when you hear the 3rd ring. This will save you the toll charge for the call.

Setting the Greeting Monitor Function

When your greeting message is being played to the caller, you can listen to it through the base unit speaker. To listen to your greeting, set to 2 (ON). The factory preset is 1 (OFF).

- 1 Press then **INT'**.
- 2 Press .
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press **4**.
 - The current setting, "1" or "2", is displayed on the base unit.

- 4 To set to ON, press **2**.
OR
To set to OFF, press **1**.
- The setting is displayed.

- 5 Press .

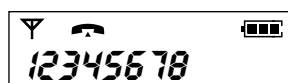
Making Calls

Make sure that the power is ON (p. 13).

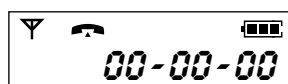
1 Press .


2 Dial a phone number.

- The dialed number is displayed.



- After a few seconds, the display will start showing the length of the call.





3 To hang up, press  or place the handset on the base unit.

- The handset will return to the stand-by mode.

To dial after confirming the entered number

1 Enter a phone number.


- The entered number is displayed.
- If you misdial, press . Digits are erased from the right.
- To cancel, press  firmly.

2 Press .

- After a few seconds, the display will start showing the length of the call.



3 To hang up, press  or place the handset on the base unit.

- The handset will return to the stand-by mode.

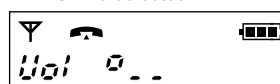
- If "Y" flashes and an alarm tone sounds after pressing , move closer to the base unit. Then try again.
- You can choose whether to display the length of the call or phone number in the talk mode by programming (p. 33).

To select the receiver volume

3 levels (HIGH, MEDIUM, LOW) are available. The factory preset is MEDIUM.

While talking, press  or  to select the desired level.


Ex. LOW is selected.






- After a few seconds, the display will return to the length of the call.

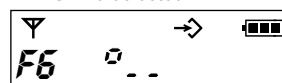
OR



In the stand-by mode, proceed as follows.

1 Press .

2 Press  or  until "F5" is displayed, then press .

- The current level is displayed.
- Ex. LOW is selected.



3 Press  or  to select the desired level.

4 Press .

To redial the last number dialed

Press  .


- The last number dialed is automatically redialed.




To redial after confirming the numbers in redial memory

The unit automatically stores the last 10 numbers dialed into redial memory.


1 Press .

- The last number dialed is displayed.


2 Select the desired number by pressing .




- You can also search from the most recent to oldest number by pressing . To search from the oldest to most recent number, press .
- "-----" denotes the end of redial memory.
- To exit the list, press  firmly.

3 Press .

- The number is dialed automatically.
- If your line has rotary or pulse service, any access numbers entered after pressing  will not be included when redialing.

To clear all of the numbers in the redial memory

1 Press .


2 Press  or  until "F9" is displayed, then press .





3 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

Answering Calls

Make sure that the power is ON (p. 13), otherwise the handset will not ring.

If the handset is off the base unit, press .


- You can also answer a call by pressing any dialing button  to ,  or  (—Any Key Talk).

OR

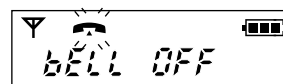
If on the base unit, just lift up.

- The handset and base unit will not ring if both ringer volumes are set to OFF (p. 14, 15).

To turn the handset ringer off temporarily

When the handset starts ringing, press  firmly.

- "BELL OFF" is displayed and the handset stops ringing.



- The ringer will turn back on for the next call.
- This function will not work when the handset is on the base unit.

Speed Dialer

Storing Phone Numbers in Memory

You can store up to 20 phone numbers in the handset.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.

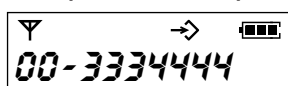
- 1 Press ▼ or ▲ until a desired memory station number (00 to 19) is displayed.

- You can enter the desired memory station number after pressing ▼ or ▲.



- 2 Press →.

- 3 Enter a phone number, up to 24 digits.

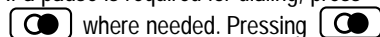


- If you misdial, press C. Digits are erased from the right. To erase all digits, press C firmly.

- 4 Press →.

- A confirmation tone sounds and the display will return to the stand-by mode.
- To store other numbers, repeat steps 1 through 4.

- If a pause is required for dialing, press



where needed. Pressing counts as one digit (p. 26).

- To cancel during programming, press →, then start from step 1.

Memory card

Use the memory card on page 65 as a name or phone number index for speed dialer.

Cut out the card and attach it in a convenient place.

To erase a stored number

- 1 Press ▼ or ▲ until the desired phone number is displayed.

- You can also enter the desired memory station number (00 to 19) after pressing ▼ or ▲.

- 2 Press →.

- 3 Press C.

- 4 Press →.

Dialing a Stored Number

- 1 Press ▼ or ▲ until the desired phone number is displayed.

- You can also enter the desired memory station number (00 to 19) after pressing ▼ or ▲.
- To exit the speed dialer memory, press C.






- 2 Press

- The number is automatically dialed.

Intercom







A 2-way intercom is available between the handset and the base unit.

Paging the base unit from the handset


- 1 **Handset:**
Press **[INT]** then **[0]**.
 - "  " is displayed and the base unit rings.
 - To stop paging, press .
- 2 **Base unit:**
Press  to answer.
- 3 **Base unit:**
Talk into the MIC.
- 4 **Handset or base unit:**
To end the intercom, press  or .

Paging the handset from the base unit (Handset locator)

Using this feature, you can locate a misplaced handset.

- 1 **Base unit:**
Press .
 - The handset rings for 1 minute and "  " flashes.
 - To stop paging, press  again.
- 2 **Handset:**
Press  to answer.
- 3 **Base unit:**
Talk into the MIC.
- 4 **Handset or base unit:**
To end the intercom, press  or .


During an intercom call:

- If two tones sound, an incoming call has been received. To answer, press  twice. The intercom is ended.

Special Features



How to Use the Pause Feature

(For Analog PBX Line/Long Distance Service Users)

We recommend you press  if a pause is required for dialing with a PBX or to access a long distance service.

Ex: Line access number  (PBX)

 →  → Phone number

- Pressing  once creates a pause.
This prevents misdialing when you redial or dial a stored number.
- Pressing  more than once increases the length of the pause between numbers.

Setting the pause timing

You can set the pause timing to 3 seconds or 5 seconds, depending on your PBX requirements. The factory preset is 3 seconds.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.

1 Press  then .

2 Press .

3 Enter the base unit password (p. 29).

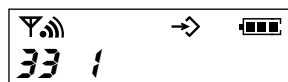
- The factory preset is 0000.

4 Press .

- The current timing is displayed.

1: 3 seconds 2: 5 seconds


Ex. 3 seconds is selected.



5 To select 5 seconds, press .

OR

To select 3 seconds, press .

6 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

- If 5 beeps sound in step 3, the entered password is incorrect. Enter the correct password.

Temporary Tone Dialing (For Rotary or Pulse Service Users)

Press **[*]** before entering access numbers which require tone dialing.

- The dialing mode changes to tone. You can enter numbers to access an answering service, electronic banking service, etc. When you hang up, the mode will return to pulse.

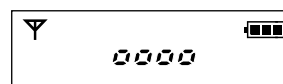
Setting the Key Lock

You can lock the handset dialing buttons. Only incoming calls are accepted until the key lock is canceled.

When the unit is in the stand-by mode, press and hold



until a beep sounds.



- "0000" is displayed and all dialing buttons are locked.

To cancel the key lock

When the unit is in the stand-by mode, press and hold **[*]** for about 2 seconds.

- "0000" will disappear and the key lock will be canceled.
- The key lock will also be canceled when the power is turned OFF (p. 13).

Using the Recall Feature

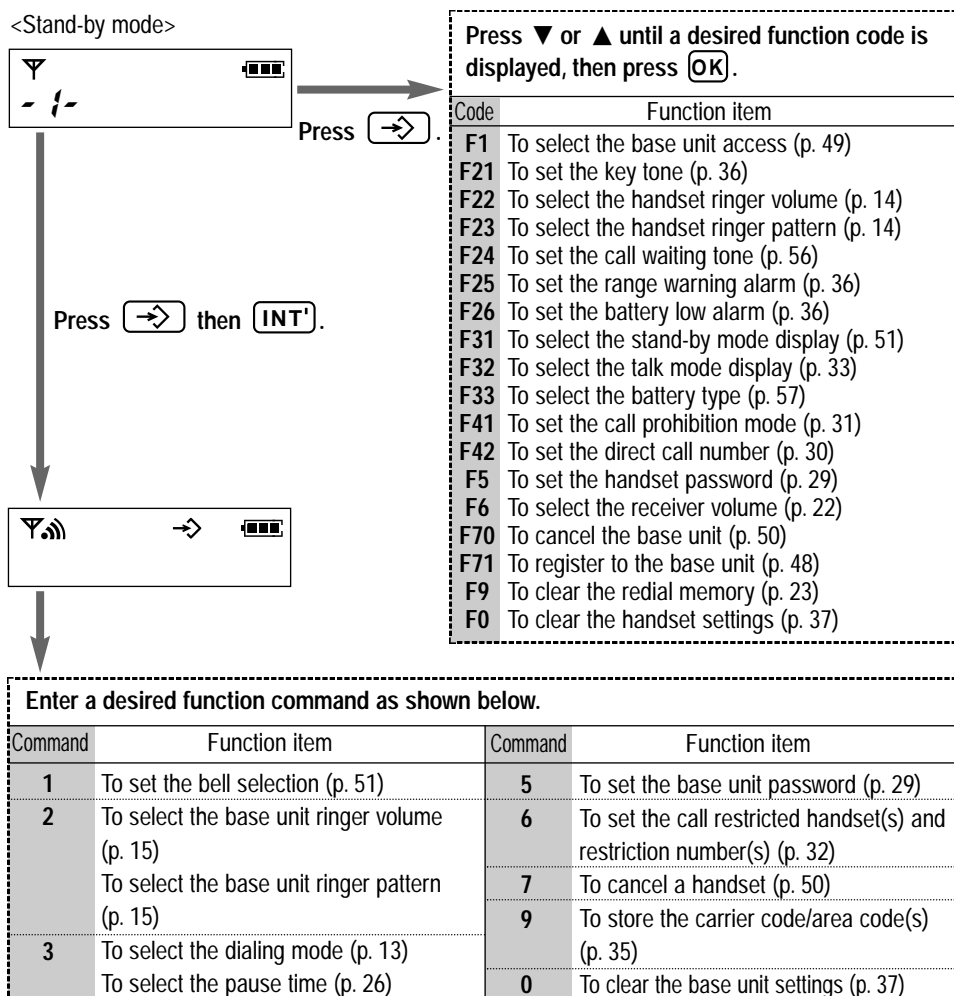
[R] is used to access special telephone services (optional) such as call waiting. Contact your telephone company business office for details.

If your unit is connected to a PBX, pressing **[R]** allows you to access some features of your host PBX such as transferring an extension call.

Summary of Programmable Functions

You can program the following function items using the handset near the base unit. See the corresponding pages for function details.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.



- To cancel during programming, press **OK**, then start from the beginning.
- To return to the previous step during programming, press **C**.





Setting the Password

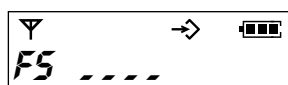
You can program a 4-digit password for both the handset and base unit individually. Each factory preset is 0000. Changing the password may prevent the unauthorized use of your unit by another person.

Once you have programmed the password, you cannot confirm it. We recommend you write down the password. If you forget it, please consult your nearest Panasonic Service Center.

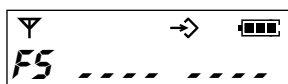
On the handset


You need to enter the password when using the functions, such as "Setting the call prohibition" (p. 31), "Clearing the settings in handset memory" (p. 37) and "Canceling a base unit" (p. 50).

- 1 Press .
- 2 Press  or  until "F5" is displayed, then press .






- 3 Enter the current handset password.
 - The factory preset is 0000.
- 4 Enter the new 4-digit password TWICE.

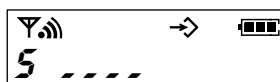


- If you misdial, press . Digits are erased from the right.
 - A confirmation tone sounds and the display will return to the stand-by mode.
- If 5 beeps sound in step 3, the entered password is incorrect. Enter the correct password.

On the base unit

You need to enter the password when using the functions such as "Setting the dialing mode" (p. 13), "Setting the pause timing" (p. 26), "Setting the call restriction" (p. 32), "Storing the carrier code/area code" (p. 35), "Clearing the settings of the base unit memory" (p. 37), "Registering a handset in the base unit" (p. 48), "Canceling a handset" (p. 50) and "Setting the bell selection" (p. 51).

- 1 Press  then .
- 2 Press .




- 3 Enter the current base unit password.
 - The factory preset is 0000.







- 4 Enter the new 4-digit password TWICE.
 - A confirmation tone sounds and the display will return to the stand-by mode.

Direct Call




You can easily make a call using a stored direct call number by pressing . Incoming calls are accepted.


Setting the Direct Call Mode

After storing the direct call number, the unit will automatically switch to the direct call mode. When the direct call mode is on, you can ONLY dial the number stored in the direct call memory.

- 1 Press .
- 2 Press  or  until "F42" is displayed.
- 3 Press .









- If the current stored number is the same as the number you wish to set, skip to step 5.
- 4 Enter the phone number, up to 24 digits.
 - If you misdial, press . The digits are erased from the right. To erase all digits, press  firmly.
 - 5 Press .

- A confirmation tone sounds.
- The display will return to the stand-by mode, then "  " is displayed.



To change the direct call number:
Enter the new direct call number in step 4.

To turn OFF the direct call mode

- 1 Press .
 - 2 Press  or  until "F42" is displayed.
 - 3 Press .
 - 4 Press .
- "  " will go out.





Dialing the Stored Number

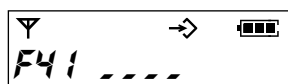
Make sure that "  " is displayed, then press .

- The number stored in the direct call memory is dialed automatically.

Call Prohibition

You can prohibit anyone from making a call with your handset. Incoming calls are accepted. To use this feature, turn on the call prohibition mode by programming. The factory preset is OFF.

- 1 Press .
- 2 Press  or  until "F41" is displayed.
- 3 Press .

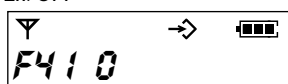






- 4 Enter the handset password (p. 29).


- The current mode is displayed.

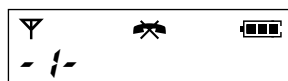
1: ON 0: OFF

Ex. OFF







- 5 Press  or  to select ON.
 - You can also press  to select ON.
- 6 Press .

- A confirmation tone sounds.
- The display will return to the stand-by mode, then " " is displayed.



To turn OFF the call prohibition mode

Press  or  to select OFF in step 5.

- You can also press  to select OFF.
- " " will go out.

If you forget your handset password, please consult your nearest Panasonic Service Center.

Call Restriction

You can restrict desired handset(s) from dialing selected phone numbers. Phone numbers beginning with the restricted digits cannot be dialed out. For example, if "00" is assigned as the call restriction number, international calls cannot be made.

For selected handset(s), you can assign up to 6 call restriction numbers (up to 8 digits). Set the call restricted handset(s) and the restriction number(s) by programming. The factory preset is OFF.

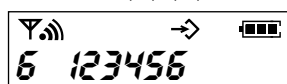
1 Press then **INT'**.

2 Press **6**.

3 Enter the base unit password (p. 29).

- The current registered handset number(s) is/are displayed.

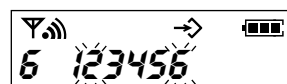
Ex. Handset 1, 2, 3, 4, 5 and 6 are registered.



4 Enter the desired handset number(s).

- The selected handset number(s) flash(es).

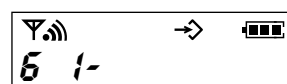
Ex. Handset 2 and 6 are selected.



- If you misdial, press the number(s) again.

5 Press .

- "1" is displayed.



6 Enter a call restriction number, up to 8 digits.

- If you misdial, press **C**. The digits are erased from the right. To erase all digits, press **C** firmly.

7 Press .

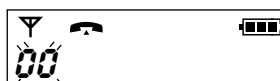
- A confirmation tone sounds.
- "2" is displayed. To continue entering a number, enter the next number, then press .

8 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

When you dial a restricted number, the call is disconnected, and the dialed number flashes.

Ex. The restricted number is "00".



To cancel the call restricted handset(s)










Follow steps 1 to 3, then enter the handset number(s) you want to cancel. When finished, press repeatedly until the handset returns to the stand-by mode.

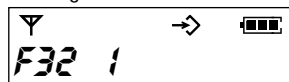
To cancel the call restriction number(s)

Follow steps 1 to 4, then select the call restriction number you want to cancel by pressing . Then press **C**. When finished, press repeatedly until the handset returns to the stand-by mode.

Selecting the Talk Mode Display

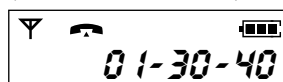
You can choose whether to display the length of the call or the dialed telephone number while in the talk mode. The factory preset is the length of the call.

- 1 Press .
- 2 Press  or  until "F32" is displayed.
- 3 Press .
 - The current setting is displayed.
 - 1: Length of the call
 - 0: Dialed phone number
 - Ex. Length of the call is selected.
- 4 Press  or  to select the desired setting.
 - You can also press  or  to select the setting.
- 5 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.

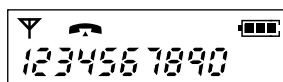


During a conversation, the display will be as follows.

Length of the call
(Ex: 1 h., 30 min., 40 sec.)



Dialed phone number
(Ex: 123-456-7890)



Automatic Route Selection

Automatic Route Selection (ARS) is a feature which selects the least expensive carrier service when making long distance calls. After subscribing to a second carrier service, store the second carrier code. Then store the area codes (up to 25 codes) for which the second carrier service charge rates are lower than the first carrier service. If one of these area codes is dialed, the second carrier code will be used. When calling, you do not need to enter the code.

Please contact your telephone company regarding the carrier telephone charges.

Example 1.

Second carrier code: 01163 (The second carrier service is cheaper.)

Area code: 069

Dialed number: 069-12345 → Sent number: 01163-069-12345

Dialed number: 040-54321 → Sent number: 040-54321


Example 2.

Second carrier code: 01163 (The second carrier service is cheaper.)

Area code: 04

Dialed number: 0451-12345 → Sent number: 01163-0451-12345

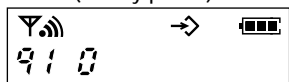
Dialed number: 0431-54321 → Sent number: 01163-0431-54321

- If you do not store any area codes, all phone numbers will not be dialed with the second carrier code.
- When dialing the area code, do not leave a long pause between numbers. If there are pauses, a busy tone will be heard, and you will not be able to finish dialing the number.
To return to the stand-by mode, press , and try again.

Storing the Carrier Code/Area Code(s)

To store the carrier code

- 1 Press then **INT'**.
- 2 Press **9**.
- 3 Enter the base unit password (p. 29).
- 4 Press **1**.
 - The current setting is displayed.
 - 0: OFF (factory preset) 1: ON



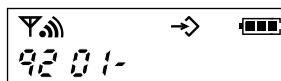
- 5 Press **1** to select ON.
- 6 Enter the carrier code, up to 7 digits.
- 7 Press .
 - A confirmation tone sounds.
 - To continue storing the area code(s), enter the command **2**.
 - To return to the stand-by mode, press or wait for 60 seconds.

To turn OFF the ARS mode

Follow steps 1 to 4, then press **0** to select OFF in step 5. When finished, press .

To store the area code(s)

- 1 Press then **INT'**.
- 2 Press **9**.
- 3 Enter the base unit password (p. 29).
- 4 Press **2**.












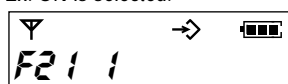
- 5 Enter the area code, up to 5 digits.
- 6 Press .
 - A confirmation tone sounds.
 - "02" is displayed. To continue entering another area code, enter the next number, then press .
- 7 Press .
 - A confirmation tone sounds.
 - To return to the stand-by mode, press or wait for 60 seconds.

Other Programmable Settings

Setting the Key Tones










You can choose whether or not the handset keys will sound tones (key tone, confirmation tone, error tone). The factory preset is ON.

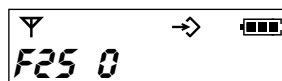
- 1 Press .
- 2 Press  or  until "F2 1" is displayed, then press .
 - The current setting is displayed.
1: ON 0: OFF
Ex. ON is selected.
- 3 Press  or  to select the desired setting.
 - You can also press  or  to select OFF or ON.
- 4 Press .
 - If ON is selected, a confirmation tone sounds. The display will return to the stand-by mode.



Setting the Range Warning Alarm










You can choose whether or not the handset will sound a range warning alarm. The factory preset is OFF.

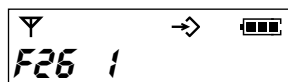
- 1 Press .
- 2 Press  or  until "F25" is displayed, then press .
 - The current setting is displayed.
1: ON 0: OFF
Ex. OFF is selected.
- 3 Press  or  to select the desired setting.
 - You can also press  or  to select ON or OFF.
- 4 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.



Setting the Battery Low Alarm

You can choose whether or not the handset will sound a battery low alarm. The factory preset is ON.

- 1 Press .
- 2 Press  or  until "F26" is displayed, then press .
 - The current setting is displayed.
1: ON 0: OFF
Ex. ON is selected.
- 3 Press  or  to select the desired setting.
 - You can also press  or  to select OFF or ON.
- 4 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.







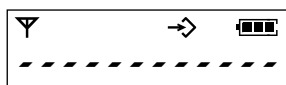
Clearing the Settings in Memory


This function enables the handset or base unit to clear the following settings at one time. They will return to their initial settings.

On the handset

Function	Initial setting
Base unit access	Automatic base unit access
Key tones	ON
Handset ringer volume	3 (MEDIUM)
Handset ringer pattern	1
Call waiting tone	ON
Range warning alarm	OFF
Battery low alarm	ON
Stand-by mode display	Base unit number
Talk mode display	Length of the call
Call prohibition	OFF
Direct call mode	OFF
Direct call number	Clear
Handset password	0000
Handset receiver volume	MEDIUM
Redial memory	All clear




- 1 Press .
- 2 Press  or  until "F0" is displayed, then press .
- 3 Enter the handset password (p. 29).

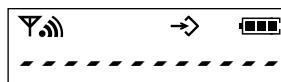



- 4 Press .
- A confirmation tone sounds and the display will return to the stand-by mode.

On the base unit

Function	Initial setting
Bell selection	All handsets
Dialing mode	Tone
Pause timing	3 seconds
Carrier code	Clear
Area code(s)	Clear
Call restricted handset(s)	All clear
Call restriction number(s)	All clear
Base unit password	0000
Base unit ringer volume	2 (MEDIUM)
Base unit ringer pattern	1

- 1 Press  then .
- 2 Press .
- 3 Enter the base unit password (p. 29).



- 4 Press .
- A confirmation tone sounds and the display will return to the stand-by mode.

Automatic Answering Operation

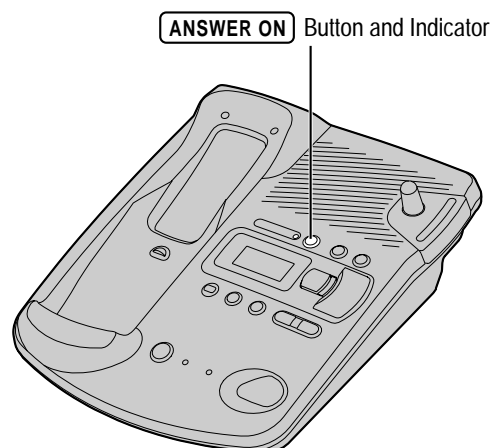
When the unit answers a call after the second ring, a greeting message is played and the caller's message is recorded.

- The total recording time (including the greeting message) is **about 12 minutes**.
- A maximum of 64 messages (including the greeting message) can be recorded.

Setting the Unit to Answer Calls

Press **ANSWER ON** to turn on the answering system.

- The indicator lights.
- The unit will announce the remaining recording time if it is less than 5 minutes.
- If you hear "Memory full" and the indicator flashes rapidly, erase some or all of the messages (p. 40).



- If you do not want the unit to answer calls, press **ANSWER ON** again to turn off the answering system. The indicator light goes out.
- You can also turn on the answering system remotely using any other phone (p. 44).

Monitoring incoming calls

While a call is being recorded, you can monitor it through the speaker.

To answer the call, press . The unit stops recording.

Listening to Messages

You can see the total number of recorded messages on the base unit display. If the ANSAGE indicator flashes, new messages have been recorded.

Listening to only new messages

Press  briefly.

- The unit announces the number of new messages and plays them back.
- During playback, the display shows the message number.
- To increase the volume, press  . To decrease the volume, press  .

Listening to all recorded messages

Press and hold  firmly until a short beep sounds.





At the end of the last message, 3 beeps sound.

After the announcement, the unit will automatically turn the answering system back on.

Flash Memory Message Backup

Messages are stored indefinitely on a "flash memory" IC chip – even if a power failure occurs. All of the messages are saved until you erase them.

During playback

To repeat message	Press  . • If you press within 5 seconds of playback, the previous message will be played.
To skip message	Press  . • The next message is played.
To stop operation	Press  . • To resume playback, press  . To turn on the answering system, press ANSWER ON .

Erasing Messages

The unit will announce the remaining recording time after playback, if it is less than 5 minutes. New messages cannot be recorded when:

- "Memory full" is heard.
- The number of messages displayed on the base unit flashes rapidly.
- The ANSAGE indicator light flashes rapidly.

Erase some or all of the messages. We recommend you erase unnecessary messages after each playback.

Erasing a specific message

Press **ERASE** while the message you want to erase is being played.

- The unit erases the message.
- A short beep will sound and the unit will continue to play the next message.

Erasing all messages

All recorded messages, except the greeting message, can be erased at one time.

- 1 Press **ERASE**.
 - "Press the same key again to erase all messages" is heard.
- 2 Within 5 seconds, press **ERASE** again.
 - A long beep sounds and "No message" is heard.
 - The base unit display shows "0".

Recording a Memo Message

You can record a personal message in memory.

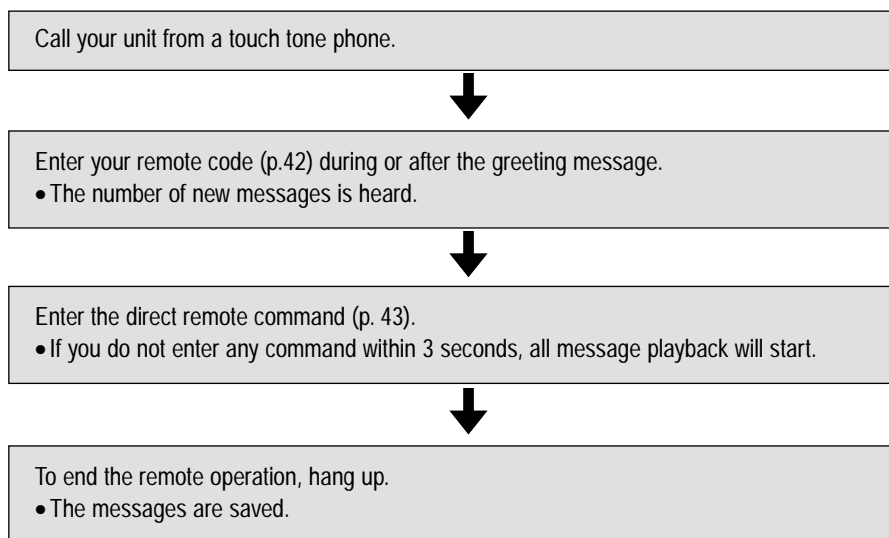
- 1 Press **MEMO**.
 - A long beep sounds.
- 2 After the beep, talk clearly about 20 cm away from the MIC.
 - The base unit display shows the elapsed recording time.
- 3 When finished, press **MEMO**.
 - A beep sounds.

Remote Operation from a Touch Tone Phone ➡

You can operate the answering system from any touch tone phone.

To operate the unit remotely, you must first store your remote code using the handset near the base unit (p. 42).

Summary of remote operation



- The unit will announce the remaining recording time after playback.
- If you hear "Memory full" after playback, erase some or all of the messages (p. 43).

➡ Remote Operation from a Touch Tone Phone

Setting the Remote Code

The remote code prevents unauthorized people from accessing your unit and listening to your messages. Choose any **3-digit number (000–999)**. The remote code is not preset.

Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.

- 1 Press then .
- 2 Press .
 - " " is displayed on the handset.
 - "P" is displayed on the base unit.
- 3 Press .
- 4 Enter a remote code by using a 3-digit number (000–999).
 - The entered number is displayed on the base unit.
- 5 Press .

- If 6 beeps sound in step 5, a 3-digit number was not entered. Start again from step 1 and enter a 3-digit number.
- If a remote code is not programmed, you cannot use the unit remotely.

Canceling the remote operation

You can prohibit anyone from accessing to your unit and listening to your recorded messages remotely. Erase the remote code in the following way. After this programming, you cannot use the remote operation functions (p. 43–44).

- 1 Press then .
- 2 Press .
- " " is displayed on the handset.
- "P" is displayed on the base unit.
- 3 Press .
- 4 Press .
- The display goes out.
- 5 Press .

- To cancel, reprogram a new remote code.

Direct Remote Operation

Once you have entered the remote code, you can control your unit by direct commands. Hang up anytime to end the remote operation.

Direct commands

4 NEW MESSAGE PLAYBACK <ul style="list-style-type: none"> Only new messages are played back. 	* 4 ERASING A SPECIFIC MESSAGE (During playback) <ul style="list-style-type: none"> The current message is erased. A short beep will sound and the next message will be played.
5 ALL MESSAGE PLAYBACK <ul style="list-style-type: none"> All messages are played back. 	* 5 ERASING ALL MESSAGES <ul style="list-style-type: none"> All recorded messages are erased. A long beep sounds and "No message" is heard.
1 REPEAT (During playback) <ul style="list-style-type: none"> The current message is repeated. 	0 ANSWERING SYSTEM OFF <ul style="list-style-type: none"> The unit hangs up and will not answer calls until turned on again.
2 SKIP (During playback) <ul style="list-style-type: none"> The current message is skipped. The next message is played. 	* □ DISCONNECT <ul style="list-style-type: none"> The call is terminated and messages will be saved.
9 STOP (During playback) <ul style="list-style-type: none"> Playback is temporarily stopped. To resume playback, press 9 again within 15 seconds, or the help menu will start. 	
7 ↓ RECORD ↓ 9 GREETING MESSAGE RECORDING <ul style="list-style-type: none"> A series of short beeps will sound followed by a long beep. Talk immediately after the long beep. The recording is stopped. The recorded message is played. 	

➡ Remote Operation from a Touch Tone Phone

To continue the remote operation

When listening to your messages remotely, the unit will stop playback every 2 minutes and 40 seconds and you will hear two beeps.

To continue playback, press **[9]** within 10 seconds after the beeps. If you do not press **[9]** within that time, the unit will hang up. All messages will be saved.

Turning on the answering system

- 1 Call your unit and wait for 15 rings.
- 2 Press the remote code within 10 seconds after the long beep.
 - The unit will answer and the greeting message will be played.
 - The answering system will turn on. Hang up or enter the remote code for other options.
 - When turning on the answering system using a rotary or pulse service telephone, you cannot enter the remote code for other options.
 - If your remote code is not stored, you cannot turn on the answering system remotely.

Skipping the greeting message

After calling your unit, press **[*]** during the greeting message.

- The unit skips the rest of the greeting message and callers can start recording their message after the long beep.

Recording your own message (Marker message)

You can record your own message after listening to the last message.

- 1 Wait for 3 beeps indicating the end of the last message and another 10 seconds for 2 more beeps. Then leave your message.
 - 2 When finished, hang up.
- You can also record your own message after erasing all messages. After a long beep and "No message" are heard, wait for another 10 seconds for 2 more beeps. Then leave your message.

Remote Operation with the Handset ➡

You can operate your answering system with the handset.
The announcements and recorded messages can only be heard from the handset.

Summary of remote operation

Press **[INT']** then **[📞]**.

- The number of new messages is heard.
- "📞" is displayed on the handset.



Enter the desired direct commands (p. 46).

- If you do not enter any command, the help menu will start.*
- After the help menu, all message playback will start.



To end the remote operation, press **[📞]**.

- The messages are saved.

- The unit will announce the remaining recording time after playback.
- If you hear "Memory full" after playback, erase some or all of the messages (p. 46).

*Help menu

If no commands are entered after you press **[INT']** and **[📞]**, the unit will start the following help menu:

"Press 4 to playback new messages. Press 5 to playback all messages."

- You can enter direct commands even if the help menu has started.






Remote Operation with the Handset


Direct commands

<p>4 NEW MESSAGE PLAYBACK</p> <ul style="list-style-type: none"> Only new messages are played back. <p>5 ALL MESSAGE PLAYBACK</p> <ul style="list-style-type: none"> All messages are played back. <p>1 REPEAT (During playback)</p> <ul style="list-style-type: none"> The current message is repeated. <p>2 SKIP (During playback)</p> <ul style="list-style-type: none"> The current message is skipped. The next message is played. <p>9 STOP (During playback)</p> <ul style="list-style-type: none"> Playback is temporarily stopped. To resume playback, press 9 again within 15 seconds, or the help menu (p. 45) will start. 	<p>*4 ERASING A SPECIFIC MESSAGE (During playback)</p> <ul style="list-style-type: none"> The current message is erased. A short beep will sound and the next message will be played. <p>*5 ERASING ALL MESSAGES</p> <ul style="list-style-type: none"> All recorded messages are erased. A long beep sound and "No message" are heard. <p>0 ANSWERING SYSTEM OFF</p> <ul style="list-style-type: none"> The answering system is turned off and will not answer calls until turned on again. <p>8 ANSWERING SYSTEM ON</p> <ul style="list-style-type: none"> The answering system is turned on and is in the stand-by mode for receiving calls.
---	---

Recording your telephone conversation using the handset

You can record a telephone conversation.

- During a conversation, press  then .
 - " " is displayed on the handset.
- Continue your conversation.
- When finished, press  then .

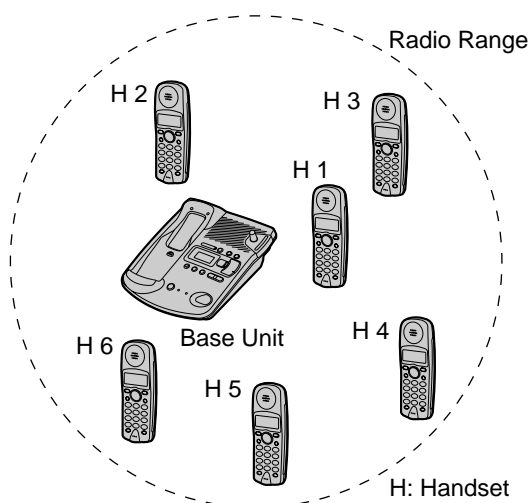
- When you record your 2-way telephone conversation, you should inform the other party that the conversation is being recorded.
- If " " goes out, memory may be full.

For Optional Multi-Unit Users

Operating More than One Handset

You can register and operate up to 6 handsets at the base unit. Operating more than one handset allows you to have an internal call while simultaneously conducting an external phone call using another handset.

Ex. 6 optional handsets are added to a base unit. Handset 1 is engaged in an internal call with handset 3. Handset 2 is engaged in an external call.



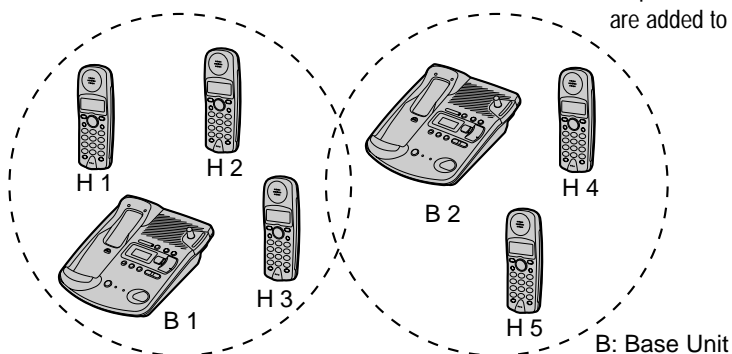
- The optional handset model number is KX-TCA101CEB. The functions of the optional handset are the same as those of the KX-TCD961CXB handset.
- An optional charger, KX-TCA110CEB, is available from your Panasonic dealer.

Operating More than One Base Unit

You can register and operate your handset at up to 4 base units.

Since each base unit forms a radio cell, you can extend the range or area in which you can make/answer calls with the same handset by placing the base units in suitable locations. For example, you can use a handset in different radio areas, such as at home or the office. However, calls in progress are canceled when the unit moves to another radio area.


Ex. 3 optional KX-TCA101CEB handsets are added to 2 base units.





Registration

Registering a Handset in the Base Unit

You must register the handset in the base unit before use.

- Charge the optional handset batteries for about 4 hours before initial use.
- Make sure that the power is ON (p. 13) and the unit is in the stand-by mode.
- Register the handset number within 1 minute. If not registered within 1 minute, press  on the handset to cancel the programming mode. Then start again from step 1.

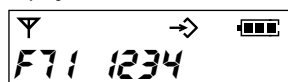
1 Base unit where handset is to be registered:
Press and hold  on the base unit for more than 10 seconds until the in use indicator () lights and a confirmation tone sounds.

2 Handset:
Press .

3 Press  or  until "F7!" is displayed.

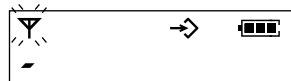
4 Press .

- The available base unit numbers are displayed.

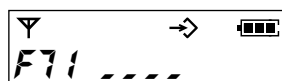


5 Press the desired base unit number  to .


- The number is assigned as the base unit number for the handset.
- While the handset is searching for the base unit, "-" flashes across on the display.



6 Enter the base unit password (p. 29).



7 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.
- The in use indicator () on the base unit will go out.
- To register the handset in more than one base unit, repeat from step 1 with the other base unit(s).

- The base unit number which the handset is currently in contact with can be displayed in the stand-by mode (p. 51). Calls (both incoming and outgoing) can be conducted only via the displayed base unit (even if the radio areas overlap with neighbouring base units).



Selecting the Base Unit Access

Automatic base unit access

The handset automatically selects a registered base unit.

- When the handset moves to another base unit radio area, it loses contact with the previous base unit and automatically accesses the new base unit.
- If the handset is in the overlap area between several base unit radio areas, the handset will access a base unit in the order of the base unit numbers.

Specified base unit access

You can only select one registered base unit (1 to 4) you want to operate.

- You can choose the base unit/telephone line where you can make/receive calls.

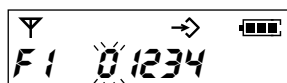
The factory preset is "Automatic base unit access". To select the desired base unit, program as follows.

1 Press .

2 Press or until "F 1" is displayed.

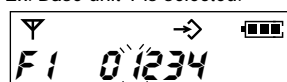
3 Press .

- The current setting is flashing.
- 0: Automatic base unit access
- 1 to 4 (The registered base unit number): Specified base unit access
- Ex. Automatic base unit access is selected.



4 Press or to select the desired base unit number (1 to 4).

- You can also press the desired base unit number to .
- The selected base unit number flashes.
- Ex. Base unit 1 is selected.



5 Press .

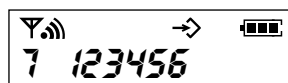
- A confirmation tone sounds and the display will return to the stand-by mode.

➡ Registration

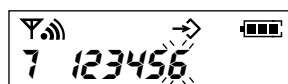
Canceling a Handset

Each handset can cancel itself or another handset.

- 1 Press then **INT**.
- 2 Press **7**.
- 3 Enter the base unit password (p. 29).
 - The current registered handset number(s) is/are displayed.
 - Ex. Handset 1, 2, 3, 4, 5 and 6 are registered.



- 4 Enter the handset number(s) you want to cancel.
 - The selected handset number(s) flash(es).
 - Ex. Handset 6 is canceled.



- If you misdial, press the number(s) again.
- 5 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.

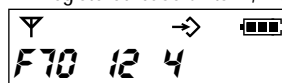
Canceling a base unit

If another handset is out of range and/or its power is OFF when "Canceling a Handset", the previous base unit number will still remain in the canceled handset. Therefore, you need to cancel the base unit registered in the canceled handset.

- 1 Press .
- 2 Press **▼** or **▲** until "F70" is displayed.
- 3 Press **OK**.
- 4 Enter the handset password (p. 29).

- Registered base number(s) is(are) displayed.

Ex. Registered base units: 1, 2 and 4






- 5 Press the canceling base unit number **1** to **4**.
 - The selected base unit number flashes.
- 6 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.

Selecting the Stand-by Mode Display

You can choose whether to display the currently connected base unit number, handset number or no display while in the stand-by mode. The factory preset is the base unit number.

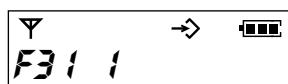
1 Press .



2 Press  or  until "F3 1" is displayed, then press .




- The current setting is displayed.


1: Base unit number

2: Handset number 0: No display



3 Press  or  to select the desired setting.

- You can also press ,  or  to select the setting.

4 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

Ex. Handset number is selected.



Bell Selection

There are three choices for bell selection. When a call is being received:

— all handsets ring. "All handsets"

— the selected handset(s) ring(s). "Specified handset(s)"

— the selected handset rings first, then if it does not answer, all other handsets will ring. "First handset"

The factory preset is "All handsets". To change the bell selection, program as follows.

Selecting specified handset(s)

You can choose which handset(s) you want to ring.

1 Press  then .

2 Press .

3 Enter the base unit password (p. 29).

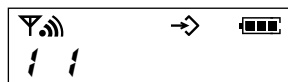
- The current setting is displayed.

1: All handsets

2: Specified handset(s)

3: First handset

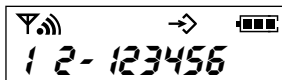
Ex. All handsets is selected.



4 Press .


- The current registered handset number(s) is/are displayed.

Ex. Handset 1, 2, 3, 4, 5 and 6 are registered.



5 Enter the handset number(s) you want to ring.

- The selected handset number(s) flash(es).
- If you misdial, press the number(s) again.


6 Press .

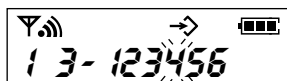
- A confirmation tone sounds and the display will return to the stand-by mode.

Bell Selection


Selecting first handset

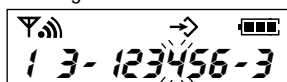
One handset will ring first, then all other handsets will ring if the first handset is not answered. You can choose which handset will ring first and the ring count (1 to 6) until all handsets ring. The factory preset is 3 rings.

- 1 Press  then **INT**.
- 2 Press **1**.
- 3 Enter the base unit password (p. 29).
 - The current setting is displayed.
 - 1: All handsets
 - 2: Specified handset(s)
 - 3: First handset
- 4 Press **3**.
 - The current registered handset number(s) is/are displayed.
- 5 Enter the handset number you want to ring.
 - The selected handset number flashes.
Ex. Handset 4 is selected.




- If you misdial, press the number again.

- 6 Press .
- The handset number is stored.
- The current ring count is displayed.
Ex. Ring count 3 is selected.



- 7 Press a dialing button **1** to **6** to select the ring count.



- 8 Press .

- A confirmation tone sounds and the display will return to the stand-by mode.

- Even if you select "Specified handset(s)" or "First handset", calls can also be received on the handsets which do not ring.

Selecting all handsets

When a call is received, all handsets will ring at the same time.

- 1 Press  then **INT**.
- 2 Press **1**.
- 3 Enter the base unit password (p. 29).
- 4 Press **1**.
- 5 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.

Intercom



Intercom between the Handset(s) and the Base Unit

A 2-way intercom is available between one of the handsets and the base unit when another handset is not having an outside call. The base unit user can page the handset users **individually or at one time**.

Paging all the handsets from the base unit (All paging)

The base unit user can talk with the handset user who answers first.

- 1 Base unit: Press .
 - All the handsets ring for 1 minute.
 - To stop paging, press .
- 2 One of the handsets: Press to answer.
- 3 Base unit: Talk into the MIC.
- 4 The handset user who answered first or base unit:
To end the intercom, press or .

Paging a handset from the base unit (Individual paging)

The base unit user can page one of the handsets by selecting the handset number. You can confirm the handset number by performing "Selecting the Stand-by Mode Display" (p. 51).

- 1 Base unit: Press to display the handset number which you want to page, then press .
 - The handset rings for 1 minute.
 - To stop paging, press .
- 2 Handset : Press to answer.
- 3 Base unit: Talk into the MIC.
- 4 Handset or base unit:
To end the intercom, press or .

Intercom


Intercom between Handsets

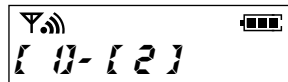
A 2-way intercom is available between handsets.


Ex. Handset 1 is paging Handset 2.

1 Handset 1:
Press **INT'**.

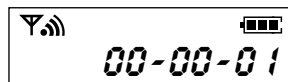
2 Handset 1:
Enter the desired handset number.


- "  " is displayed and the paged handset rings.



3 Handset 2:
When the unit rings, press  to answer.

- The intercom duration is displayed.



4 Handsets 1 and 2:
To end the intercom, press .

- Intercom calls can be conducted within the radio area of the current base unit, but not with units in neighbouring radio areas.



Transferring a Call from One Handset to Another


The intercom can be used during a call, enabling you to transfer a call between handsets registered to the same base unit.


Transferring a call using the intercom

Ex. Handset 1 is transferring a call to Handset 2.

- 1 **Handset 1:**
During a call, press **[INT']**. Then enter the desired handset number.

- The call is put on hold.
- You will hear an internal ring back tone until the other handset is answered.
- If there is no answer, press **[INT']** to return to the call.

- 2 **Handset 2:**
When the unit rings, press  to answer.

- 3 **Transferring a call:**
Handset 1:
Press .
• The transfer is completed.
Handset 2 can answer the call.

OR


Ending the intercom:

- Handset 1:**
Press **[INT']**.
• Handset 1 returns to the call.


Transferring a call without the intercom

This feature enables you to transfer the call to another handset without waiting for the paged handset to answer.


Ex. Handset 1 is transferring a call to Handset 2.

- 1 **Handset 1:**
During a call, press **[INT']** and enter the desired handset number. Then press  to transfer the call.

- The call is put on hold.

- 2 **Handset 2:**
When the unit rings, press  to answer the call.



- The transfer is completed.

- If the paged handset is not answered within 30 seconds, a ring tone sounds at the paging handset. The paging handset can return to the call by pressing .

Intercom







Conference

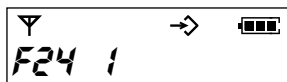
During a call using the handset, you can make an intercom call to another handset and then combine the calls together to establish a conference call between handsets registered to the same base unit.

- 1 **Handset 1:**
During a call, press **[INT']**. Then enter the desired handset number.
 - The call is put on hold.
 - If there is no answer, press **[INT']** to return to the call.
- 2 **Handset 2:**
When the unit rings, press  to answer.
- 3 **Handset 1:**
Press **[3]** to establish a conference call.
- 4 **Handset 1 or 2:**
Press  to hang up the conference call.

Setting the Call Waiting Tone

If an incoming call has been received during an intercom between handsets, a call waiting tone sounds. You can choose whether or not this tone will sound. The factory preset is ON.








- 1 Press .
- 2 Press  or  until "F24" is displayed.
- 3 Press **[OK]**.
 - The current setting is displayed.
1: ON 0: OFF
Ex. ON
- 4 Press  or  to select the desired setting.
 - You can also press **[0]** or **[1]** to select OFF or ON.
- 5 Press .
 - A confirmation tone sounds and the display will return to the stand-by mode.




Replacing the Batteries

Selecting the battery type

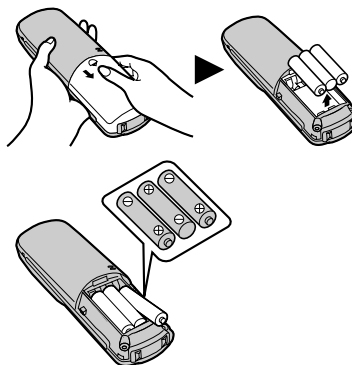
Three Nickel cadmium (Ni-Cd) batteries are included with this unit. Nickel metal hydride (Ni-MH) rechargeable batteries can also be used. If you replace the batteries with Ni-MH batteries, you must set the battery type selection to "1", or the battery strength will not be displayed correctly. The factory preset is "0" (Ni-Cd).

- 1 Press .
 - 2 Press  or  until "F33" is displayed.
 - 3 Press .
 - 4 To select Ni-MH batteries, press  .
OR
To select Ni-Cd batteries, press .
 - 5 Press  .
 - A confirmation tone sounds and the display will return to the stand-by mode.
- Incorrect battery type selection may shorten battery life.

Battery replacement

If "  " flashes after a few telephone calls even when the handset batteries have been fully charged, it is time to replace the batteries with new ones. **Remember to charge the new batteries after replacement.**

- 1 Turn the power OFF to prevent memory loss (p. 13).
Remove the cover by sliding while pressing in the direction of the arrow, then take out the batteries.
- 2 Replace the batteries with new ones as shown.
 - When you finish, close the handset cover and turn the power ON (p. 13).
- 3 Be sure to charge the new batteries fully in order to display the battery icon correctly (p. 12).
Ni-Cd battery: For about 4 hours.
Ni-MH battery: For about 8 hours.



- Discard defective batteries as soon as possible. Defective batteries may leak into the unit.
- Please use only Panasonic P-03H or P-P03S batteries.
- If the rechargeable batteries are not inserted correctly, the handset will not work.
- Nickel metal hydride (Ni-MH) rechargeable batteries (AAA size) are available. Please use only Panasonic HHR-P03H batteries.
- Please return the rechargeable batteries to your sales shop at the end of their useful life.

Replacing the Batteries


Caution:

To reduce the risk of fire or injury to persons, read and follow these instructions.

1. Use only the batteries specified.
2. Do not use non-rechargeable batteries.
3. Do not mix old and new batteries.
4. Do not dispose of the batteries in a fire. They may explode. Check with local waste management codes for special disposal instructions.
5. Do not open or mutilate the batteries. Released electrolyte is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.
6. Exercise care in handling the batteries in order not to short the batteries with conductive materials such as rings, bracelets, and keys. The batteries and/or conductor may overheat and cause burns.
7. Charge the batteries provided with or identified for use with this product only in accordance with the instructions and limitations specified in this manual.

Important Notice Concerning the Correct Use and Charging of Ni-Cd (Ni-MH) Batteries





Batteries, due to their construction, undergo some wear and tear. The lifetime of a battery also depends on correct maintenance. Charging and discharging are the most important factors. You should take notice of the following to maintain the life of the battery as long as possible.

Ni-Cd (Ni-MH) batteries have a kind of memory, the "memory effect". If fully charged batteries are used several times only for 15 minutes in the handset and then recharged, the capacity of the batteries will be reduced to 15 minutes due to the memory effect. Therefore you should discharge the batteries completely, i.e. use them in the handset until "" on the display starts flashing. Then recharge them as described in the manual. After the memory effect has occurred, it is possible to achieve almost complete capacity of the Ni-Cd (Ni-MH) batteries by charging and discharging several times one after another.





Ni-Cd (Ni-MH) batteries can also self-discharge. This self-discharge depends on the ambient temperature. At temperatures under 0°C, the self-discharge will be the lowest. High humidity and high temperatures support the self-discharge. Also long-term storage will lead to self-discharge. A dead Ni-Cd (Ni-MH) battery should not be disposed of normally. They contain toxic heavy cadmium (metal hydride) and therefore should be recycled.

Before Requesting Help

Cordless Telephone

Problem	Remedy
"  " flashes and an alarm tone sounds when you press  .	<ul style="list-style-type: none"> You are too far from the base unit. Move closer and try again. Plug in the AC adaptor.
A busy tone sounds when you press  .	<ul style="list-style-type: none"> Another handset is in use.
"  " flashes during a conversation and the call is disconnected.	<ul style="list-style-type: none"> The handset is out of range. Move closer to the base unit and make the call again. Plug in the AC adaptor.
Static, sound cuts in/out, fades. Interference from other electrical units.	<ul style="list-style-type: none"> Locate the handset and base unit away from other electrical appliances (p. 3). Move closer to the base unit.
The handset does not ring.	<ul style="list-style-type: none"> Turn the power ON (p. 13). The ringer is set to OFF. Select the desired volume level (p. 14).
The base unit does not ring.	<ul style="list-style-type: none"> The ringer is set to OFF. Set to HIGH, MEDIUM or LOW (p. 15).
You cannot dial.	<ul style="list-style-type: none"> Check that the dialing mode selection is correct (p. 13). The unit is in call prohibition mode. Cancel the mode (p. 31). The dialed number is restricted. Cancel the number (p. 32). Key lock mode is set. Cancel the mode (p. 27).
You cannot redial.	<ul style="list-style-type: none"> If the last number dialed was more than 24 digits long, the number will not be redialed.

➡ Before Requesting Help

Problem	Remedy
You cannot program function items such as the dialing mode.	<ul style="list-style-type: none">• Programming is not possible while the unit is in the talk or intercom mode.• Do not pause for over 60 seconds while programming.
You cannot store a phone number in memory.	<ul style="list-style-type: none">• You cannot store a phone number while the unit is in the talk or intercom mode.• Do not pause for over 60 seconds while storing.
While programming function items or storing numbers, the unit starts to ring.	<ul style="list-style-type: none">• To answer the call, lift the handset or press . Start again from the beginning after hanging up.
 does not function.	<ul style="list-style-type: none">• The handset is too far from the base unit.• The handset is engaged in an outside call. Wait until the in use indicator () light goes out.
The paged handset does not answer.	<ul style="list-style-type: none">• The handset is not in the same radio area.• The handset is engaged in an outside call.• The handset has been canceled or has not been registered. Register the handset in the base unit (p. 48).
While using the intercom, two tones sound.	<ul style="list-style-type: none">• A call is being received. To answer, press  twice.










Problem	Remedy
The unit misdials when connected to a PBX.	<ul style="list-style-type: none">• Check the pause function (p. 26).
You cannot register the handset in the base unit.	<ul style="list-style-type: none">• The base unit has registered a maximum of 6 handsets or the handset has registered a maximum of 4 base units.• A wrong base unit password was entered. Enter the correct password.• There is interference from other electrical units. Locate the handset and base unit away from them.• You must finish registration within 1 minute after the ringer tone sounds, or programming will be canceled (p. 48).

Answering System




Problem	Remedy
The answering system is on, but incoming messages are not recorded.	<ul style="list-style-type: none">• The recording time is set to "greeting only". Select "1 minute" or "3minutes" (p. 20).• Memory is full. Erase some or all of the messages (p. 40).
The number of messages on the base unit display and the ANSWER ON indicator light flashes rapidly, and no new messages are recorded.	<ul style="list-style-type: none">• Memory is full. Erase some or all of the messages (p. 40). If the number of messages and the ANSWER ON indicator light still flash rapidly, erase your greeting message and record a shorter one (p. 17).

Before Requesting Help

Problem	Remedy
You cannot operate the answering system at the base unit.	<ul style="list-style-type: none"> The handset user is operating the answering system. Wait until the in use indicator () light goes out.
You cannot operate the answering system from a touch tone phone.	<ul style="list-style-type: none"> Make sure you enter the correct remote code. The answering system may not respond if the tones are too short to activate the unit. Press each button firmly. The answering system is off. Turn it on (p. 44).
You cannot operate the answering system with the handset.	<ul style="list-style-type: none"> Someone is operating the answering system. You are too far from the base unit. Move closer to the base unit. The unit is recording a message. To answer the call, press  .
While recording a greeting message, the unit starts to ring and stops recording.	<ul style="list-style-type: none"> To answer the call, press  . The recording stops halfway. Start from the beginning after hanging up.
While using the answering system at the base unit, it suddenly stops.	<ul style="list-style-type: none"> The handset user pressed  . Wait until the in use indicator () light goes out.
During playback, the unit starts to ring and stops playback.	<ul style="list-style-type: none"> To answer the call, press  . To resume playback, press  after hanging up.
You cannot record your telephone conversation using the handset.	<ul style="list-style-type: none"> The conversation cannot be recorded when the answering system is in use (recording a message, playing back a message, etc.).



General

Problem	Remedy
The unit does not work.	<ul style="list-style-type: none"> • Turn the power ON (p. 13). • Check the settings (p. 10–15). • Charge the batteries fully (p. 12). • Clean the charge contacts and charge again (p. 12). • Unplug the AC adaptor and turn the power OFF to reset. Plug in the AC adaptor and turn the power ON. Then try again. • The handset has been canceled or has not been registered. Register the handset (p. 48). • Re-install the handset batteries and try again.
You cannot program function items such as the time/day adjustment (p. 19).	<ul style="list-style-type: none"> • Programming is not possible while the unit is in the talk or intercom mode. • Move closer to the base unit.
The battery strength is not displayed correctly.	<ul style="list-style-type: none"> • Check that the battery type selection is correct (p. 57).
"  " flashes or the unit beeps every 15 seconds.	<ul style="list-style-type: none"> • Charge the batteries fully (p. 12).
You charged the batteries fully, but "  " flashes.	<ul style="list-style-type: none"> • Clean the charge contacts and charge again (p. 12). • Install new batteries (p. 57, 58).
The charge indicator () light never goes out while charging.	<ul style="list-style-type: none"> • This is normal.

Safety Instructions

Take special care to follow the safety suggestions listed below.

Safety

- 1) The unit should be connected to a power supply only of the type described in the operating instructions or as marked on the unit.
- 2) When the unit is not used, turn the power off. When left unused for a long period of time, the base unit should be unplugged from the household AC outlet.

Installations


Environment

- 1) Do not use this unit near water—for example, near a bath tub, washbowl, sink, etc. Damp basements should also be avoided.
- 2) The unit should be kept away from heat sources such as radiators, kitchen range, etc. It also should not be placed in rooms where the temperature is less than 5°C or greater than 40°C.
- 3) The AC adaptor is used as the main disconnect device, ensure that the AC outlet is located/installed near the unit and is easily accessible.

Placement

- 1) Do not place heavy objects on top of this unit.
- 2) Care should be taken so that objects do not fall onto, and liquids are not spilled into, the unit. Do not subject this unit to excessive smoke, dust, mechanical vibration or shock.
- 3) Place the unit on a flat surface.

For best performance

- 1) If noise prevents the conversation from being understood at the handset, approach the base unit to lessen the noise.
- 2) The handset should be used at the HIGH volume setting when the reception tone is difficult to hear.
- 3) The handset should be fully recharged on the base unit when "  " on the display flashes.
- 4) The maximum calling distance may be shortened when the unit is used in the following places:
Near obstacles such as hills, tunnels, underground, near metal objects such as wire fences, etc.

Lightning surge

This unit has already been equipped with a built-in lightning protection circuit. However, we recommend that you install the following options, if your area has frequent lightning strikes.

- 1) Lightning protection on the telephone line
- 2) Lightning protection on the power source

To install the above options, please contact your local sales shop.


- Lightning damage is not covered in the warranty even if lightning protection is installed.


WARNING:

TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.

If there is any trouble, disconnect the unit from the telephone line and connect a known working phone. If the known working phone operates properly, do not reconnect the unit to the telephone line until the problem has been repaired. If the known working phone does not operate properly, consult your telephone company.

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02	07	12	17
03	08	13	18
04	09	14	19

Dear purchaser,

You have acquired a KX-TCD961CXB, which is a product made in regard with the European Standards for Cordless Telephones (DECT). DECT technology is characterized by high-security protection against interceptions as well as high-quality digital transmission.

This telephone was designed for a wide range of applications.

For example, this telephone can be used within a network of base units and handsets, constituting a telephone system which:

- operates up to 6 handsets at one base unit
- allows an intercom between 2 handsets
- allows the operation of a handset at up to 4 base units, expanding the communication radio area.

This telephone may be used for:

- operating several handsets
- operating at several base units
- connecting the base unit to a PBX.

Term Definitions

DECT

The abbreviation DECT means "Digital Enhanced Cordless Telecommunications".

Advantages of DECT

Excellent voice quality: Through sampling of digital signals DECT units obtain nearly noiseless transmission.

High grade tapping security: Based on digital transmission, DECT conversations are well protected against unapproved monitoring.

Multi-Handset operation: To operate several handsets at the base unit, no cable installation is required.

Interlink: Intercom conversation can be held free of charge between the registered handsets.

Functions like a PBX: More than one operation can be performed at the same time, like a PBX. eg., during an external call, an internal call or outside call can be transferred to another handset.

Multi-Base station operation: More than one handset can be registered to several base units, e.g., for private and office applications.

Equipment Manufacturer's Code (EMC)

For identification, this unit is prepared with an EM Code, which can be applied to future operators in mobile networks.



MODEL No. **KX-TCD961CXB**



73/23/EEC
89/336/EEC
92/31/EEC
93/68/EEC

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